DEPARTMENT OF THE TREASURY
WASHINGTON, D.C. 20220

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> Acquisition Procedures Update No. 17-04
> Dated: December 22, 2017

MEMORANDUM FOR BUREAU CHIEF PROCUREMENT OFFICERS

FROM: IRIS B. COOPER,
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and

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SUBJECT: Update to Subpart 1004.76-Treasury IT Acquisition Tracker.

1. Purpose: This Acquisition Procedures Update (APU) is issued to amend the Department of Treasury Acquisition Procedure (DTAP) October 2016 edition version 1.0 for the purposes of amending the subject subpart.

2. Effective Date: Immediately

3. Expiration Date: Until otherwise canceled, superseded or included within a future edition of the DTAP.

4. Background: The Treasury IT Acquisition Tracker (Tracker) was developed to support the Federal IT Acquisition Reform Act (FITARA) which mandated the Agency Chief Information Officer (CIO) have visibility of all IT acquisitions and approve or delegate the approval of all IT acquisition plans. Currently, DTAP 1004.7604(a) requires only IT acquisitions actions that met the following criteria to be entered into the Tracker:

(1) Valued greater than $10 million ($1 million for CDFI);
(2) Supports OMB business cases for major CPIC IT investments;
(3) An IT contract or agreement, regardless of dollar value, with a period of performance that exceeds five years, excluding potential extensions of performance as provided by FAR 52.217-8 and FAR 52.237-3; or
(4) Is the subject of significant external interest or internal debate such that it warrants the attention of the SPE, BCPO, CIO, CFO or other executive stakeholders.

As a condition of Treasury's FITARA Common Baseline Implementation Plan, the CIO and SPE have the responsibility to implement an acquisition planning tool to track all planned acquisitions from identification of the need through post-award reviews. This APU removes the criteria above and requires that all FY17 and subsequent fiscal year IT acquisitions, regardless of dollar amount,

be entered into the Tracker including those in the pre-award phase. Retroactively, all FY17 IT acquisition actions dated October 1, 2016 through the effective date of this APU must be entered into the Tracker no later than January 31, 2017.

Overall, the Senior Procurement Executive (SPE) has determined that the issuance of this amendment to the DTAP is necessary to implement this new requirement.

5. Department of the Treasury Acquisition Procedures: The DTAP is amended as follows:

A. Revise 1004.7604(a) as follows:

FROM: "(a) COs shall work with CORs and Program Offices to enter all IT acquisitions actions into the Tracker that meet the following criteria—
    (1) Valued greater than $10 million ($1 million for CDFI);
    (2) Supports OMB business cases for major CPIC IT investments;
    (3) An IT contract or agreement, regardless of dollar value, with a period of performance that exceeds five years, excluding potential extensions of performance as provided by FAR 52.217-8 and FAR 52.237-3; or
    (4) Is the subject of significant external interest or internal debate such that it warrants the attention of the SPE, BCPO, CIO, CFO or other executive stakeholders."

TO: "(a) COs shall work with CORs and Program Offices to enter all IT acquisitions actions into the Tracker."

6. Required Bureau Actions: Bureau Chief Procurement Officers shall—
    a. Ensure dissemination of this APU to all impacted personnel;
    b. Update any related Bureau policies and procedures impacted by this APU; and
    c. Ensure that all FY17 IT acquisitions from October 1, 2016 through the effective date of this APU are entered into the Tracker no later than January 31, 2017.
    d. Ensure the accuracy of Tracker data.

7. Additional Information: The point of contact for this APU is Mr. Alan Monico, who can be reached at alan.monico@treasury.gov or OfficeoftheProcurementExecutive@treasury.gov.